



Appendix R

Emergency Procedures for Preventing the Dissemination of Pests

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Introduction

The *Emergency Procedures for Preventing the Dissemination of Pests* appendix gives directions for preventing the dissemination of pests when those pests are found on or with any conveyance, stores, baggage, mail, or importation. When selecting a method to kill pests or to apply safeguards, always choose the least severe method. The most common methods, in ascending order of severity, are as follows:

- ◆ Quarantine
- ◆ Safeguarding (measures such as sealing or stopping the off-loading of cargo)
- ◆ Treatment
- ◆ Return to shipping point (interstate movement)
- ◆ Reexport

◆ Seizure and destruction




Do not use reexport or seizure and destruction methods to kill pests or apply safeguards unless there is no less severe alternative that will prevent the dissemination of the pest.

Emergency Procedures

Step 1: Taking Action Based on the Pest at Hand

Determine the action to take based on the pest at hand. Go to [Table R-1-1](#).

TABLE R-1-1 Determine Action to take Based on Pest at Hand

If the pest is:	And:	Then:
Actionable	Snails	1. CIRCLE the area around the base of the container with rock salt to prevent the snails from spreading 2. CONFER with your supervisor on the appropriate emergency measure to take Khapra beetle or their cast skins
	Khapra beetle or their cast skins	CONTINUE to Step 2: Determining Action to Take if Khapra Beetle Is Found
	Other than khapra beetle or snails	CONFER with your supervisor on the appropriate emergency measure to take
Nonactionable		Emergency measures are unnecessary

Step 2: Determining Action to Take if Khapra Beetle Is Found

If khapra beetle is found, see [Table R-1-2](#) to determine the action to take.

TABLE R-1-2 Determine Action to Take Based on Where Khapra Beetle Is Found

If found:	And:	And found:	Then:
On a conveyance	An aircraft	→	GO to Step 3: Safeguarding Aircraft Infested with Khapra Beetle on page R-1-3
	Other than an aircraft	Only in stores, storerooms, galleys, pantries, or other noncargo compartments	GO to Taking Emergency Action on Khapra Beetle on page 3-3-22
		In cargo compartments	GO to Step 11: Safeguarding Vessel After Finding Khapra Beetle Infested Holds on page R-1-8
With cargo	Before its discharge	→	GO to Step 5: Determining Action to Take on Cargo Infested by Khapra Beetle on page R-1-5
	After its discharge	→	GO to Step 4: Taking Action When Khapra Beetle Is Found After Discharge of Cargo on page R-1-4

Step 3: Safeguarding Aircraft Infested with Khapra Beetle

Safeguarding and treatment of aircraft infested with khapra beetle is determined by whether the period of hours between arrival and departure before in the U.S. See [Table R-1-3](#) to determine safeguarding and treatment procedures.

TABLE R-1-3 Safeguard Aircraft Infested with Khapra Beetle

If the aircraft will:	Then:
Leave the U.S. within 24 hours	Treatment is unnecessary but apply appropriate safeguards (like preventing off loading)

TABLE R-1-3 Safeguard Aircraft Infested with Khapra Beetle

If the aircraft will:	Then:
Not leave the U.S. within 24 hours	<div data-bbox="777 363 885 436" data-label="Image"> </div> <div data-bbox="911 344 1401 499" data-label="Text"> <p>Never fumigate an aircraft. Never apply an insecticide in the forward compartment or in passenger areas. Such action could harm electrical circuitry or instrumentation, or could be hazardous to health.</p> </div> <ol style="list-style-type: none"> 1. USE a high-suction vacuum cleaner to pick up the khapra beetle 2. SAFEGUARD the aircraft by applying seals or discontinuing off loading 3. TELL your supervisor who will CONFER with Quarantine Policy, Analysis and Support (QPAS) in Riverdale for advice 4. COMPLETE PPQ Form 523, Emergency Action Notice



Step 4: Taking Action When Khapra Beetle Is Found After Discharge of Cargo

When khapra beetle is found after cargo has been discharged, find out where the conveyance is now and at what ports the cargo was discharged. Call or FTS2000 all previous and subsequent ports. Let the PPQ Port Director in those ports know about your findings. Continue to [Table R-1-4](#).

Step 5: Determining Action to Take on Cargo Infested by Khapra Beetle

Use **Table R-1-4** for action to take on cargo infested by khapra beetle.

TABLE R-1-4 Determine Action to Take on Cargo Infested by Khapra Beetle


If you found:	And the cargo is:	And a thorough inspection is:	Then:
Only dead beetles or their cast skins	Covered by a foreign certificate of fumigation ¹		1. INSPECT AGAIN thoroughly looking for live khapra beetle 2. RETURN to "any live beetles" in column 1 of this table if khapra beetle is found Treatment is not necessary if no live khapra beetle is found
	Not covered by a foreign certificate of fumigation or schedule is inadequate	Practical	1. REQUIRE fumigation 2. CONTINUE to Step 6: Safeguarding Cargo and Giving the Importer an Opportunity to Voluntarily Have Cargo Treated Pending Issuance of Emergency Order on page R-1-6
		Impractical or impossible	
Any live beetles			

- 1 The fumigation schedule must appear on the certificate. The dosage, time exposed, and temperature must meet or exceed that required by PPQ (refer to the *Treatment Manual*). In addition, the certificate must be signed by an authorized official in the country where the fumigation occurred. You may also accept certification from a representative of an established commercial fumigation firm—but the signed certification must be on letterhead or other acceptable document.

Step 6: Safeguarding Cargo and Giving the Importer an Opportunity to Voluntarily Have Cargo Treated Pending Issuance of Emergency Order

Prevent any chance of the pests escaping before the cargo is fumigated. If you are treating the cargo before discharge, issue a warning notice to the importer or the importer's agent using PPQ Form 288, Ship Inspection Report. Submit the interception as URGENT.

TABLE R-1-5 Procedures for Voluntary Treatment of Cargo Pending Issuance of Emergency Action Order

If the exporter or the exporter's agent:	And upon return of the confirmation the pest is:	Then:
Wants to have the cargo treated prior to having the pest's identity confirmed		ALLOW the cargo to be treated prior to confirmation ¹ and continue to Step 7: Issuing an Emergency Action Order on page R-1-6
Is willing to wait to have the pest's identity confirmed	Khapra beetle	1. REQUIRE that the cargo be treated 2. CONTINUED to Step 7: Issuing an Emergency Action Order on page R-1-6
	Nonactionable	RELEASE the cargo

1 In Block 23 of PPQ Form 288, write the statement, "The importer has elected to fumigate before confirmation of the pest."

Step 7: Issuing an Emergency Action Order

Fill out PPQ Form 523, Emergency Action Notification. See **page A-1-68** for instructions on completing this form.

Give the importer 24 hours from the time you issue the order to have the cargo treated. You may shorten the deadline, but only if there is an imminent risk of pest escape or dispersal. If 24 hours presents a hardship, and it is safe to do so, you may extend the deadline another 24 hours. Only the Port Director or State Plant Health Director may grant an extension beyond 48 hours. If the importer **does not** meet the deadline you set, initiate violation procedures. Prevent further dissemination of the pest by applying appropriate measures.

Issue PPQ Form 523, Emergency Action Notification, to the importer or the importer's agent. Make sure an authorized official signs the form to acknowledge receipt. Hold the original of this form for later revocation. Continue to Step 8.

Cargo that Has Been Discharged

Step 8: Deciding if Commodity Has to Be Treated

Use **Table R-1-6** to determine which commodity has to be treated when cargo has been discharged.

TABLE R-1-6 Determine Which Commodity Has to be Treated

If the commodity is:	Then treat:
Cotton piece goods	All goods that originated from the same mill, ¹ from the same port, on the same conveyance (consider as a unit for purposes of inspection and fumigation)
Other than cotton piece goods	All identical commodities from the same shipper that were from the same port and that were on the same carrier (consider as a unit for purposes of inspection and fumigation)

1 If it is impossible to determine the mill the goods came from, then use the bill of lading to establish what must be inspected and fumigated.

Cargo Remaining in the Ship's Hold

In general, treat all cargo in the ship's hold where the infestation was discovered. Because of the pest's association with the infested material, there is sufficient reason to believe the pest is present throughout the hold. Your authority to require fumigation of all associated cargo is 7CFR 330.106(d).

Experienced officers, based on their professional judgment, may make exceptions to fumigating all the cargo in the hold. Factors in allowing such exceptions include the following:

- ◆ Character of the cargo
- ◆ Degree of infestation
- ◆ Location of the infested cargo in the hold
- ◆ Practicability of a thorough inspection

If you are hesitant about deciding what to treat, check with your supervisor. Continue to Step 9.

Step 9: Preventing Damage to Commodities Being Treated



Prescribe a treatment that will do the least damage to the commodity and still kill the pest. When treating a cargo hold, allow the removal of articles that maybe harmed by the pesticide (fumigant). Before allowing the removal of any article, ensure that the following conditions are met.

Articles that may be harmed by the pesticide (fumigant) may be removed only if the following conditions are met:

- ◆ Article must **not** be infested or show signs of contamination
- ◆ Article's removal must **not** contribute to the spread of the pest

- ◆ Owner or the owner's agent must be willing to remove the articles immediately
- ◆ Owner or the owner's agent must agree to follow the officer's directions



Foam rubber and possibly other parts of an automobile may be harmed by methyl bromide. If all the bulleted conditions described immediately above are met, the officer may allow the removal of the automobile from the hold that is being fumigated.

Step 10: Revoking the Emergency Action Notification After Cargo Is Treated

Once the cargo is treated, endorse *Block 16* (Revocation of Notification) on the original PPQ Form 523 that you held. Return this signed original to the importer or the importer's agent.

Step 11: Safeguarding Vessel After Finding Khapra Beetle Infested Holds

See [Table R-1-7](#) and [Table R-1-8](#) to determine procedures to follow based on when kaphra beetle infested-hold vessels will leave the U.S.

TABLE R-1-7 Safeguard Kaphra Beetle Infested Hold Vessels that Will Leave within 24-48 Hours

If the vessel will:	Then:
Leave the U.S. within 24 hours for a foreign port (<i>or</i> if you extended the deadline, but never more than 48 hours altogether)	<ol style="list-style-type: none"> 1. PREVENT the off loading of cargo and apply any other safeguards that might be necessary 2. ADVISE the captain or the ship's agent to have the khapra beetle eliminated before returning to the U.S. 3. PERMIT the vessel to leave 4. CONTACT Quarantine Policy, Analysis and Support (QPAS) by phone or e-mail to notify them of the ship's likely itinerary (which may be given to destination countries)
Not leave the U.S. within 24 hours (<i>or</i> if you extended the deadline, but never more than 48 hours altogether)	GO to Table R-1-8

TABLE R-1-8 Safeguard Khapra Beetle-Infested Hold Vessels that Will Not Leave within 24-48 hours

If the vessel will:	And:	Then:
Not leave the U.S. within 24 hours (or if you extended the deadline never more than 48 hours altogether)	There is time and there are facilities for treatment while the ship is in port	1. ISSUE a Warning Notice on PPQ Form 288 to the Captain of the vessel ¹ 2. SUBMIT the specimens as an URGENT and wait for confirmation ² 3. CONTINUE to Step 12: Taking Action On Pest Confirmed as Khapra Beetle
	Either there is no time <i>or</i> there are no facilities for treatment while the ship is in port	1. ISSUE a Warning Notice on PPQ Form 288, to the Captain of the vessel ¹ 2. SUBMIT the specimens as an URGENT and wait for confirmation ² 3. AUTHORIZE vessel to sail to a port that has facilities for treatment ³ 4. TREAT at the second port to which the ship sails 5. CONTINUE to Step 12: Taking Action On Pest Confirmed as Khapra Beetle

- 1 Write the warning statement as "An insect believed to be khapra beetle, a serious agricultural pest, has been found on your vessel. If identification is confirmed, an Emergency Action Notification will be issued by the U.S. Department of Agriculture."
- 2 If the Captain or the ship's agent chooses to have the hold treated prior to confirmation of the pest, allow this. In *Block 23* of PPQ Form 288 (or *Block 12* of PPQ Form 523) write the statement, "The Captain or the ship's agent has elected to fumigate before confirmation of the pest." You may choose to write a letter with this statement instead.
- 3 At the second port, do not reinspect the areas already found infested (those areas designated on PPQ Form 288). If khapra beetle is reintercepted at these locations, do not report as an interception.

Step 12: Taking Action On Pest Confirmed as Khapra Beetle

Fill out PPQ Form 523, Emergency Action Notification. See [page A-1-68](#) for directions. Once you have confirmation that the pest is khapra beetle, issue PPQ Form 523, Emergency Action Notification, to the Captain. Make sure the form is signed by the Captain to acknowledge receipt.

Give the Captain 24 hours from the time you issue the order to have the hold treated. You may shorten the deadline, but only if there is an imminent risk of pest escape or dispersal. If 24 hours presents a hardship and it is safe to do so, you may extend the deadline another 24 hours. **Only** the Deputy Administrator for PPQ may grant an extension beyond 48 hours. If the importer does **not** meet the deadline you set, initiate violation procedures. Prevent further dissemination of the pest by applying appropriate measures.

If the hold contains cargo, refer to [Step 8 on page R-1-6](#) and [Step 9 on page R-1-6](#) to get directions for preventing damage to that cargo.

Step 13: Revoking Emergency Action Notification After the Hold Is Treated

Once the hold is treated, endorse *Block 16*, Revocation of Notification, of the original PPQ Form 523, Emergency Action Notification, that is on file with the Captain. If the original is unavailable, prepare a copy, sign it, and give it to the Captain or the ship's agent.